

Finance Committee

April 6, 2009

5:45 PM

Minutes

Call to order: Mr. Deeds called the meeting to order at 5:50pm

Roll Call: Present for roll call was Mr. Deeds, Mrs. Mershon and Mr. Jarvis.
Also in attendance: Mayor Ebert, Nanisa Osborn (Finance Director), Chris Strayer (Development Director) and Matt Peoples, (Public Works Director).

Mrs. Mershon moved to excuse Mr. Paini. Mr. Jarvis seconded the motion.

VOTE: **AYES:** **Mr. Deeds, Mr. Jarvis, Mrs. Mershon**
NAYS:

Motion Carried.

Mrs. Mershon moved to approve minutes of the February 2nd, 2009 and March 30th, 2009 Finance Committee meetings ; seconded by Mr. Jarvis.

VOTE: **AYES:** **Mr. Deeds, Mr. Jarvis, Mrs. Mershon**
NAYS:

Motion Carried.

Pended Items:

08-38 Eichorn Drive Improvement/Rutherford Dr./Robinett Drive Extensions

Ms. Osborn stated that this project is up for bid. She is requesting permission to sell notes in the amount of \$2 million to pay for that project. It should be handled as an emergency as the bids will be opened on April 24th, the money will be available April 29th and the recommendation to Council will come May 4th. It is a very tight timeline.

Mr. Jarvis moved to prepare an ordinance to allow the Finance Director to sell notes to fund the Eichorn Dr. project and he will sponsor the legislation. Mrs. Mershon seconded the motion. Further discussion ensued.

VOTE: **AYES:** **Mr. Deeds, Mr. Jarvis, Mrs. Mershon**
NAYS:

Motion Carried.

New Items for Discussion

09-04 Updated Job Descriptions – Development Department

Mr. Strayer noted that the development department consists of the development office, planning and zoning and the building department. Currently, the job descriptions show that the staff reports to the Planning and Zoning Administrator then he reports back out to the Development Director. The rewritten job descriptions put the majority of the staff back under the direct supervision of the Development Director. It should streamline the process.

Mrs. Mershon moved to bring this to full Council and will sponsor the legislation. Mr. Jarvis seconded the motion.

VOTE: AYES: Mr. Deeds, Mr. Jarvis, Mrs. Mershon
NAYS:

Motion Carried.

09-05 Agreement with Canal Winchester Human Services

Ms. Osborn stated that last year when it was discussed how to help fund Human Services, she was asked to come up with an agreement that spelled out reporting requirements, how long we would participate with them, authorize the types of programs for which they would use the funding and, should an opening occur on their Board, the Village would be offered the position. This agreement does those things.

Mr. Jarvis moved to bring this to full Council and will sponsor the legislation. Mrs. Mershon seconded the motion.

VOTE: AYES: Mr. Deeds, Mr. Jarvis, Mrs. Mershon
NAYS:

Motion Carried.

09-06 Amend Appropriation Ordinance

Each year in the fall FEMA and Homeland security gives their estimate and Ms. Osborn adds a couple hundred dollars and it seems to always come in higher still. We need an amendment for appropriations \$187 for FEMA. Secondly, we have to pay real estate taxes on property until it can be properly exempted from the state of Ohio. It takes three years to go through the process. Several did not get approved in time for this year and we will have to pay \$15,975 to County Taxes to account for that additional tax. Eventually it will come back to the Village.

Mrs. Mershon moved to bring this to full Council and will sponsor the legislation. Mr. Deeds seconded the motion and will sponsor the legislation.

VOTE: AYES: Mr. Deeds, Mr. Jarvis, Mrs. Mershon
NAYS:

Motion Carried.

09-07 Bed Tax Grant Applications Review

Ms. Osborn summarized:

\$28,000 available...

\$ 8,000 Main Street matching building grant

\$ 1750 total approved at last Council meeting.

Leaving \$18,250 to award... There are grants un-awarded in the amount of \$21,375.00. \$3,125 need to be cut from the requests. Discussion ensued. Mrs. Mershon pointed out that the Historical Society has several grant opportunities that are not being used. She would like to encourage them to apply for more grants, so that maybe the Village can match the amount of the grants that they receive. Further discussion ensued.

It was decided that they would recommend awarding grants as follows:

| | | |
|--------------------|----------------|------------------------------|
| Education Fund | \$1,500 | |
| Historical Society | \$10,000 | (50% grant and 50% matching) |
| Football for Food | \$1,500 | |
| Youth Support Team | \$1,125 | |
| Relay for Life | \$2,500 | |
| Friends for Life | <u>\$1,625</u> | |
| | \$18,250 | total |

Mr. Deeds moved to take this to full Council. Mrs. Mershon seconded the motion.

VOTE: AYES: Mr. Deeds, Mr. Jarvis, Mrs. Mershon

NAYS:

Motion Carried.

09-08 Fairfield County TIRC Resolution

Mr. Strayer said this is to approve the abatements for the year. They have already been approved by the TIRC Board.

Mrs. Mershon will sponsor this resolution.

09-09 Identity Theft – Red Flag Rules

Ms. Osborn handed out a report for Council members to read. The Village has to draft a policy, adopt it and put in place a privacy committee and a privacy officer and an annual review program with reporting to the Federal Trade industry. Ms. Osborn is working on the issue.

09-10 Auction – May 2, 2009

Along with Madison Township, we will participate in an auction on May 2nd auctioning off obsolete and unused property. This will go before Council.

Development Director's Report:

Not at this time.

Finance Director's Report:

Not at this time.

Other Business:

Next Meeting will be May 4th, 2009 at 5:45 PM

Mr. Jarvis moved to adjourn this meeting of the finance committee and was seconded by Mrs. Mershon.

VOTE: AYES: Mr. Deeds, Mr. Jarvis, Mrs. Mershon

NAYS:

Motion Carried.

Meeting adjourned at 6:34pm